

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE		PAGE 1 OF 1 PAGES		
2. AMENDMENT/MODIFICATION NUMBER 0002			3. EFFECTIVE DATE See Item 16C.		4. REQUISITION/PURCHASE REQUISITION NUMBER PR9016971		5. PROJECT NUMBER (If applicable)	
6. ISSUED BY Procurement Unit U.S. Consulate Fukuoka Ohori 2-5-26, Chuo-ku, Fukuoka City, Fukuoka, ZIP810-0052 Japan			7. ADMINISTERED BY (If other than Item 6) See Item 6.		CODE			
8. NAME AND ADDRESS OF CONTRACTOR (Number, street, county, State and ZIP Code)					(X)			9A. AMENDMENT OF SOLICITATION NUMBER
					<input type="checkbox"/>			19JA25-21-Q-0014
					<input type="checkbox"/>			9B. DATED (SEE ITEM 11) 11/20/2020
					<input type="checkbox"/>			10A. MODIFICATION OF CONTRACT/ORDER NUMBER
CODE					FACILITY CODE			10B. DATED (SEE ITEM 13)

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☒ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing items 8 and 15, and returning 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)  
n/a

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS.  
IT MODIFIES THE CONTRACT/ORDER NUMBER AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NUMBER IN ITEM 10A.
<input type="checkbox"/>	
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor ☐ is not ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Request for Quotations (RFQ) 19JA25-21-Q-0014 is hereby amended to reflect changes shown in the following pages effective the date of the Contracting Officer's signature.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		Andrew T. Staples Contracting Officer	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		 (Signature of Contracting Officer)	12/14/2020

The Government will use past performance information primarily to assess an offeror's capability to meet the solicitation performance requirements, including the relevance and successful performance of the offeror's work experience. The Government may also use this data to evaluate the credibility of the offeror's proposal. In addition, the Contracting Officer may use past performance information in deciding of responsibility.

- (1) Evidence that the offeror/quoter can provide the necessary personnel, equipment, and financial resources needed to perform the work.
- (2) The offeror shall address its plan to obtain all licenses and permits required by local law (see DOSAR 652.242-73 in Section 2). If offeror already possesses the locally required licenses and permits, its, a copy shall be provided. The offeror shall submit a copy of the **second** grade of Japanese Zoen Ginoushi or Japanese Landscape Gardening license.
- (3) The offeror's strategic plan for gardening services to include but not limited to:
  - (a) A work plan considering all work elements in Section 1, Performance Work Statement:
  - (b) Identify types and quantities of equipment, supplies and materials required for performance of services under this contract. Identify if the offeror already possesses the listed items and their condition for suitability and if not already possessed or inadequate for use how and when the items will be obtained.
  - (c) Plan of ensuring quality of services including but not limited to contract administration, oversight; and
  - (d) A copy of the Certificate of Insurance(s), or a statement that the Contractor will get the required insurance, and the name of the insurance provider to be used.

Submit the complete quotation to the indicated below by no later than 16:00 p.m., Thursday, December 17, 2020 (local time) via email shown below. (Not via Postal Mail). No quotations will be accepted after this time.

Point of Contact: Ayaka Ogawara  
Email: OgawaraAX@state.gov  
Subject: RFQ 19JA25-21-Q-0014

Office Extension: 092-751-8519

After submitted of quotation, quoter shall contact Ayaka Ogawara by phone or separate email to confirm the receipt of quotation.